



"People
helping people
help
themselves"

Mitchell E. Daniels, Jr., Governor
State of Indiana

Division of Disability and Rehabilitative Services
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To: Provider Agencies Serving Individuals with Developmental Disabilities in Indiana
From: Peter A. Bisbecos, DDRS Director
Date: July 16, 2009
Re: **DDRS is Seeking Participants to Provide Training in *Foundations for Direct Support Professionals***

The Division of Disability and Rehabilitative Services (DDRS) is pleased to announce a Train-the-Trainer Training (T³) opportunity for provider agencies who support individuals with developmental disabilities. Foundations, a standardized orientation training for Direct Support Professionals (DSPs), will be made available to a limited number of providers through the combined efforts of DDRS' Outreach Services of Indiana; The Center on Community Living and Careers (CCLC) at IIDC; and Ivy Tech State College.

Foundations provides DSPs with a basic level of knowledge and competency, and is the first step for any DSP wishing to enhance or further their career. For consideration, providers must complete the formal application process by **August 7, 2009**. The attached document, *Foundations for DSPs*, includes: 1) *Information*; 2) *Application*; and 3) *Organization Workforce Outcomes Survey*.

During Phase I of the DSP Development (DSPD) initiative, DDRS worked with nine providers in an effort to improve recruitment and retention of their workforce. The response has been overwhelmingly positive. Preliminary data show improved recruitment and retention rates and participating DSPs report improved morale and feel better about their chosen profession.

In addition to *Foundations*, many participating DSPs took five additional online and classroom-based courses through Ivy Tech Community College to earn a DSP Certificate in Human Services. Another provider agency worked with the Department of Labor on a DSP apprenticeship program. The DSP Certificate, the DSP Apprenticeship, and the online Indiana College of Direct



Support (currently in development) are the three educational and training pathways established through the DSPD initiative.

How will this benefit your organization? Foundations offers participating provider agencies the opportunity to train and validate their DSP's in the following core competencies:

- Direct Support Professionalism
- First Aid and Cardio-Pulmonary Resuscitation
- Medication Administration
- Prevention of Abuse and Neglect
- Person-Centered Services and Supports
- Health and Safety
- Communication

Provider agencies are encouraged to review the attached information and complete the application for the opportunity to partner with us in the next phase of this important project. There is no cost to participate. Funding for the curriculum is provided by DDRS. However, this training opportunity requires an allocation of resources and personnel by the provider (see application for specifics).

Required components of the *Foundations for DSPs Application* process:

- Completed Application Form and Organization Workforce Outcomes Survey
- Completed and Signed Commitment Form.
- Description of the resources your organization is committing and why your organization should be considered. Include how individuals with developmental disabilities, families and caregivers, and DSPs have been/will be involved in organizational activities to improve staff recruitment, retention, and training.
- A one (1) paragraph biographical description for each person your organization lists as a trainer, including their qualifications and likelihood of success in completing the project.

If you have any questions or concerns about the application or this opportunity, please contact Marcy Thompson at 812-855-6508 or E-mail mlthomp@indiana.edu.

Thank you for your participation and support as we continue to grow this initiative.

*****Reminder: The Application Deadline is August 7, 2009*****